



**OFFICE OF CONGRESSWOMAN KAREN McCARTHY
5TH DISTRICT - MISSOURI**

UNITED STATES SERVICE ACADEMY FACT SHEET

I. GENERAL INFORMATION AND BASIS FOR SELECTION

Congresswoman McCarthy will select nominees using the “**EQUAL AND COMPETITIVE**” system. There will be ten names per vacancy submitted to each academy. The Congresswoman will compile these names on the basis of merit. This includes evidence of character, motivation, scholarship, leadership, physical aptitude, and medical fitness.

IT IS YOUR RESPONSIBILITY to submit the information required and keep it updated. The deadline for submission will be **November 8, 2002**. Candidates whose files are incomplete when personal interviews are scheduled cannot be given consideration.

II. ELIGIBILITY

All applicants must be U.S. citizens and legal residents of Missouri and the Fifth Congressional District; be at least 17, but not yet 22 years of age, by July 1st of the year of admission to the academy; and be unmarried with no dependents.

III. QUALIFICATIONS

SCHOLASTIC: Rank in the top fifth of your high school class in a college preparatory curriculum; score acceptably on either the Scholastic Aptitude Tests (SAT) or the American College Tests (ACT). Average scores for a recent entering class: SAT Verbal—600-760, Math—620-700; ACT English—28, Math—29.

LEADERSHIP: Applicants should have outstanding records of extracurricular activities in school, in the community, or in part-time jobs. Quality of involvement is stressed over the number of activities.

CHARACTER/MOTIVATION: Judged from letters of recommendation, candidate’s diligence in completing his or her file, and essay content.

MEDICAL/PHYSICAL: The academies schedule medical and physical fitness examinations. You will be notified about when and where to report for these tests.

IV. APPLICATION PROCEDURE

a) **Write Letter** - Write to Congresswoman McCarthy at her Kansas City office (400 E. 9th St, Suite 9350, Kansas City, MO, 64106) to request an application packet or print out an application from her website: www.house.gov/karenmccarthy .

b) **Application** - Complete application form.

c) **Catalogs** - Examine the academy catalogs to familiarize yourself with their programs and requirements. Request catalogs by writing the Director of Admissions at each academy in which you have an interest. Addresses for these institutions can be found at the end of the fact sheet.

d) **Questionnaire** - Request a precandidate questionnaire from each academy in which you are interested. This important first step ensures that the academies are aware of your interest. The more academies that you are willing to consider attending the better chance you have of getting accepted.

e) **Recommendations** - Meet with your high school counselor to review the application process. Ask your counselor, principal, or teacher to submit a letter of recommendation to our office on your behalf. Ask your boss, family friend, volunteer advisor to also submit recommendations. THREE letters of recommendation are required.

f) **Transcripts** – Ask your principal or counselor for an official copy of your high school transcript (it must have a raised seal). Make sure the transcript includes your course listings and grades, current G.P.A. and class rank (if provided by your school), approximate size of your graduating class, and your SAT/ACT scores.

g) **Essay** – On a separate sheet of paper, write an essay explaining your reasons for choosing to attend a service academy.

h) **Photographs** – Attach two wallet size photos to the application form.

i) **Standardized Tests** – Arrange to take the SAT or ACT at an early date. You may register through your school counselor. Registration is usually 4-5 weeks before the test date, and results are available 4-5 weeks after taking the test. Let the testing center know that you would like to have your test results forwarded to Congresswoman McCarthy's office. You may also have your counselor forward your results.

j) **Follow Up** – To complete the application process, Congresswoman McCarthy must receive the following: 1) completed application, 2) two wallet size photos, 3) three letters of recommendation, 4) personal essay, 5) high school transcript, and 6) SAT/ACT scores. Items may be forwarded as they are obtained rather than waiting to send everything at one time. Please try to get at least the application form in by the last week of September.

Send all application materials directly to Congresswoman McCarthy's Kansas City office. You will receive written confirmation when your file is complete.

Congresswoman Karen McCarthy

Attn: Jennifer Brandt

400 E. 9th Street, Suite 9350

Kansas City, MO 64106

(816) 842-4545

(816) 471-5215 fax

e-mail: jennifer.brandt@mail.house.gov

k) **Deadline** – Completed application packets must be received by November 8, 2002. This deadline is strictly enforced to ensure fair and equitable consideration of all applicants.

l) **Interviews** – Congresswoman McCarthy will personally interview all qualified applicants after the application deadline date. The Congresswoman will normally make her nominee selections by the end of December or beginning of January.





**OFFICE OF CONGRESSWOMAN KAREN McCARTHY
5TH DISTRICT - MISSOURI**

SERVICE ACADEMY ADDRESSES

U.S. Military Academy
Admissions Office
606 Thayer Road
West Point, NY 10996
(914) 938-4041
www.usma.edu

U.S. Naval Academy
USNA Admissions Office
117 Decatur Road
Annapolis, MD 21402
(410) 293-4361
www.usna.edu

U.S. Air Force Academy
Admissions Office
Colorado Springs, CO 80840
(719) 333-2520
www.usafa.edu

U.S. Coast Guard Academy
Admissions Office
New London, CT 06320
(203) 444-8444
www.uscg.mil

U.S. Merchant Marine Academy
Admissions Office
King's Point, NY 11024
(516) 773-5391
www.usmma.edu



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CANDIDATE CHECKLIST

- ☐ 1. Request and return precandidate questionnaire to academies.
- ☐ 2. Application form completed.
- ☐ 3. Two photographs attached to application form.
- ☐ 4. Three letters of recommendation.
- ☐ 5. Official high school transcript.
- ☐ 6. SAT and/or ACT scores.
- ☐ 7. Essay stating your personal reasons for choosing a service academy.

March Application process begins

Second Friday
in November DEADLINE FOR SUBMISSION OF COMPLETED PACKET

November through
January Personal Interviews with Congresswoman McCarthy

Mid January Nominee notification by mail begins

**DIRECT ALL CORRESPONDENCE AND QUESTIONS RELATED TO ACADEMY
NOMINATIONS TO:**

Congresswoman Karen McCarthy
Attention: Jennifer Brandt
400 E. 9th Street, Suite 9350
Kansas City, MO 64106
P:(816) 842-4545 F: (816) 471-5215
E-mail: jennifer.brandt@mail.house.gov



OFFICE OF CONGRESSWOMAN KAREN MCCARTHY
5TH DISTRICT – MISSOURI

**APPLICATION FORM FOR CONGRESSIONAL NOMINATION TO UNITED STATES
SERVICE ACADEMIES**

Please type or print.

I. ACADEMY PREFERENCE

Please rank the Academies to which you will accept a nomination in order of preference (1–4).

U.S. Naval Academy

U.S. Air Force

U.S. Military Academy

U.S. Merchant Marine Academy

Applying for academy class entering the summer of:

II. PERSONAL DATA

Full Name:

Last

First

Middle

Social Security #:

Permanent Address:

Mailing Address:

County of Residence:

Home Phone:

Are you a U.S. Citizen? (*circle one*)

Date and Place of Birth:

High School:

Name

Phone

Counselor:

College (if applicable):

Name

Address

Phone

Names of Parents/Guardian:

Name

Name

Daytime Phone

Daytime Phone

III. ACTIVITIES

If the space provided below is inadequate, you are encouraged to attach a resume or list of your honors, awards, activities, jobs, and other information you feel is pertinent to your application.

Honors and Awards:

Clubs and Activities:

Athletics:

Volunteer Work:

Jobs:

Other:

IV. ESSAY

On a separate page, briefly state why you want to attend a United States Service Academy.

V. SIGNATURE

This is to certify that I have read and understand the Academy Fact Sheet provided by Congresswoman Karen McCarthy and that the information I am submitting is accurate. I understand that my completed application form must be submitted by the November deadline in order for my application to be given full consideration by the Congresswoman.

Signature:

Applicant

Date:

Signature:

Parent/Legal Guardian

IF applicant is under 18 years of age

Date:

